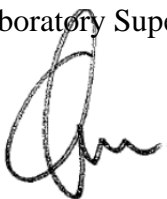


- 1- All tools are shared properties of MPML. Designated tool boxes are supposed to be a safe box. There is no justification of having tools on hold at offices, desks, or personal research work.
- 2- MPML researchers are committed to clean their work area properly at the end of the day. It is acceptable to leave equipment and necessary accessories at your work station if your experiment takes more than a day, but you are still responsible for cleaning non-essential items, such as pellets, dirt, used gloves, purged material, leftover chemicals, leftover packaging, etc.
- 3- All tools should be returned into red tool boxes, designed for each research group, before leaving Labs.
- 4- All equipment such as measuring balance, DSC lead/pan, weighing balance, suspension web, syringe pump, rheology mold, and so forth are a shared property of MPML and belong to no one personal.
- 5- Specific equipment designed for specific research such designed molds, designed cavity or gate, etc. and specific materials purchased for certain research is NOT shared (and subjected to permission) *till the end of that specific research*.
- 6- No one is allowed to use or borrow others' researcher specific equipment and/or materials without permission.
- 7- Cleaning and regular maintenance of all Labs including storage room is a shared responsibility.
- 8- Weekly Lab manager will be responsible for maintaining the cleanliness of the Lab by enforcing above mentioned rules.
- 9- Any ongoing issue at the end of the weekly Lab manager tenure must be clearly notified to the new Lab manager.

Laboratory Supervisor



Chul B. Park

Safety Officers



Vahid Shaayegan/ Hassan Mahmood